



## Validation checklist:

### Application for removal or variation of condition and minor material amendments following grant of planning permission (s.73 Application)

| <b>National Requirements</b>  | <b>Tick</b> |
|---|-------------|
| Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically:   |             |
| Application form, fully completed, signed and dated   |             |
| Ownership Certificates (A, B, C or D – as applicable) and Agricultural Holdings Certificate (on application form) fully completed. Either Certificate A, B, C or D to be completed as applicable. Where B, C or D have been completed, Notice(s) need to be served as required. |             |
| A copy of any other plans* and drawings or information necessary to describe the subject of the application, drawn to identified scale and showing the direction north. See below for details of plans that may be required.  |             |
| <ul style="list-style-type: none"> <li>• Block/site plan at a scale of 1:500 showing the proposed development, including neighbouring properties, site boundaries, any hardstanding and/or car park.</li> </ul>   |             |
| <ul style="list-style-type: none"> <li>• Existing <u>and</u> proposed elevations at a scale of 1:50 or 1:100 with the proposed works clearly labelled and coloured or shaded.</li> </ul>  |             |
| <ul style="list-style-type: none"> <li>• Existing <u>and</u> proposed floor plans at a scale of 1:50 or 1:100 with the proposed works clearly labelled and coloured or shaded.</li> </ul>   |             |
| A copy of any supporting documents necessary to describe the development, as amended by the condition sought which may include the following:   |             |
| <ul style="list-style-type: none"> <li>• Design and Access Statement (if required)</li> </ul>   |             |
| <ul style="list-style-type: none"> <li>• Flood Risk Assessment – see Planning Advice Note</li> </ul>  |             |
| <ul style="list-style-type: none"> <li>• Heritage Asset Statement – see Planning Advice Note</li> </ul>   |             |
| <ul style="list-style-type: none"> <li>• Environmental Impact Assessment – Where Screening Opinion issued</li> </ul>  |             |
| <ul style="list-style-type: none"> <li>• Tree Survey/Arboricultural Impact Assessment and method appraisal</li> </ul>   |             |
| <ul style="list-style-type: none"> <li>• Biodiversity/Ecological Survey and report</li> </ul>   |             |
| Correct fee   |             |

| <b>Local Requirements</b><br>The following documents may be required depending on the nature of the variation/amendment(s). Further guidance can be found in the Planning Advice Note for Applicants/Agents: Information required when submitting an application. Please provide 2 copies of the following documents if submitting on paper; 1 copy if submitting electronically: | <b>Tick</b> |
|---|-------------|
| Roof Plans  |             |
| Section drawings – to show existing and finished levels   |             |
| Street scene elevations - for any large extensions fronting the street  |             |
| Existing <u>and</u> proposed car parking and access arrangements  |             |
| Planning Obligations - completed instruction sheet and proforma – where there are obligations contained in any s106 agreement or deed of variation linked to the original planning permission have not been met or where the proposal will create any additional residential unit(s)  |             |
| Any other documents/information to help explain your application  |             |

\* Including a location plan will assist the public consultation process